

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**Notice TB-958**

**For:** Burley Tobacco State and County Offices and KCMO

**2000 Burley Tobacco Quotas**

**Approved by:** Deputy Administrator, Farm Programs



---

**1 Overview**

**A**

**Background**

The Secretary has determined and announced the national marketing quota and national reserve for the 2000 crop of burley tobacco as follows:

- marketing quota is 247.4 million pounds
- reserve for:
  - new farms is 179,000 pounds
  - correcting and adjusting inequities is 400,000 pounds.

---

**B**

**Purpose**

This notice provides:

- 2000 national factors and reserve quota for burley tobacco
- instructions for completing annual calculations.

**Note:** See reporting date change in subparagraph 3 E.

---

---

Disposal Date	Distribution
July 1, 2000	Burley Tobacco State Offices; State Offices relay to applicable County Offices

## Notice TB-958

### 2 2000 Burley Tobacco Quota Information

---

#### A Reserve Quota Prorated to States

Reserve quota for adjusting inequities in old farms is prorated to States in pounds as follows.

State	Pounds
Georgia	40
Indiana	10,720
Kansas	40
Kentucky	274,280
Missouri	3,920
North Carolina	11,920
Ohio	12,520
Tennessee	69,120
Virginia	14,920
West Virginia	2,560

---

#### B 2000 National Factors

The 2000 national factors are as follows:

- quota is 0.5470
  - current year equivalent is 0.5470.
- 

#### C Transmitting National Factors

KCMO shall transmit the 2000 national factors to burley tobacco County Offices on March 22, 2000.

---

## Notice TB-958

### 3 County Office Action

---

#### A

##### Action Before Establishing 2000 Quotas

Before establishing 2000 quotas, County Offices shall take the following action.

Step	Action
1	Complete reconciliation of producer marketings according to 10-TB SCOAP, Parts 9 and 23. Producer marketings will be downloaded electronically.
2	Complete the 1999 crop year FSA-578 summarization for burley tobacco.
3	Review farms with CRP reductions for burley tobacco. See 10-TB SCOAP, Part 11, Section 5 for instructions on CRP reductions.
4	On Statistical Reports Menu MMAJ00: <ul style="list-style-type: none"><li>ENTER "3" to generate Size Groups of Tobacco Farms Report (PSL-23R)</li><li>PRESS "Enter".</li></ul> Transmit PSL-23R by March 22, 2000.
5	On Statistical Reports Menu MMAJ00: <ul style="list-style-type: none"><li>ENTER "4" to generate the semiannual Lease and Transfer of Quotas Report (PSL-31R)</li><li>PRESS "ENTER".</li></ul> Transmit PSL-31R by March 22, 2000.
6	Run farm and tract crop file verification from the Maintenance of Quotas Menu, according to 10-TB SCOAP, paragraph 356.

#### B

##### File Backup

Immediately before establishing 2000 quotas, County Offices shall back up all files with normal weekly backup procedure before performing annual calculations. Retain backup offsite for 180 calendar days.

---

Continued on the next page

## Notice TB-958

### 3 County Office Action (Continued)

---

#### C Performing Annual Calculations

Establish 2000 crop year burley tobacco quotas according to 10-TB SCOAP, Part 5.

**Note:** Accessing a farm through option 11, "PFC/Compliance", while establishing new crop year quota, will interrupt the annual calculations process. Farms may be accessed after the Annual Quota Calculations Menu option 1 has been completed.

After completing the annual calculations process, release the system for normal processing and update multiple-year leases and transfers according to 10-TB SCOAP, paragraph 611.

Reinstate quota for CRP-1's that expired or were terminated in 1999.

---

#### D Generating and Mailing MQ-24's

County Offices shall take the following action to generate and mail MQ-24's.

Step	Action
1	Generate MQ-24's as follows: <ul style="list-style-type: none"><li>• indicate that 2000 is <b>not</b> a referendum year when generating MQ-24's</li><li>• date MQ-24's (FSA-708's) April 7, 2000.</li></ul>
2	Mail MQ-24's by April 7, 2000.  <b>Note:</b> MQ-24's <b>must not</b> be mailed before COB April 7, 2000 in the following states: <ul style="list-style-type: none"><li>• Indiana</li><li>• Kentucky</li><li>• Ohio</li><li>• Tennessee.</li></ul>

---

Continued on the next page

## Notice TB-958

### 3 County Office Action (Continued)

---

#### E

##### Report of Producer Marketings (PSL-14R)

County Offices **shall** generate and transmit PSL-14R, Report of Producer Marketings, on March 29, 2000.

**Note:** Do **not** transmit on March 15 according to 10-TB-SCOAP.

---

### 4 State Office Action

---

#### A

##### Allocating Reserves

State Offices shall take the following action.

Step	Action
1	Allocate all reserve pounds to County Offices by March 31, 2000.
2	Prorate the reserve quota based on basic quota established for each individual county. <b>Note:</b> No reserve pounds shall be maintained in the State Office.
3	Instruct County Offices to enter reserve pounds in the 2000 burley crop table record.
4	Require County Offices to adjust inequities within 30 calendar days after reserve pounds are allocated.

---

#### B

##### Transmitting Files

State Offices shall transmit reports received from County Offices to KCMO by April 14, 2000.

---